

DEPARTMENT OF EDUCATION OF PORTO RICO
Office of the Commissioner
San Juan

Circular Letter No. 113
June 21st, 1909

To Supervising Principals.

Gentlemen:-

(Second and third paragraphs)

Payrolls are being made for allowances to teachers who have been absent during the year. The recommendations of Supervising Principals have been followed as a rule. It is desired that teachers should be made to understand that correspondence regarding these allowances is unnecessary unless some evident injustice has been done. The limit of the allowance has been as in previous years, at fifteen days and in few cases has this been allowed. In some cases where teachers have been absent frequently for short periods, no allowance at all has been made. No allowances have been made for absences due to rains, high rivers, etc., nor to teachers who left the service voluntarily, or were suspended before the end of the school year.

Regarding the absences of the last two weeks. Supervising Principals will use their best judgment in allowing or deducting pay for these, having in mind the fifteen day limit, etc. They will remit at once to this office such moneys as they may have deducted together with an absence report of the last two weeks, showing all absences and action taken. Deduct all absences occurring in last two days. Do not hold this remittance until you send in property account but send at once.

Yours very truly,

(Signed) Edwin G. Dexter
Commissioner of Education